

Office on Asian and Pacific Islander Affairs

www.apia.dc.gov

Description	FY 2003 Approved	FY 2004 Proposed	% Change
Operating Budget	\$213,175	\$224,747	5.4

The mission of the District of Columbia Office on Asian and Pacific Islander Affairs (OAPIA) is to ensure that a full range of health, education, employment and social services is available to the Asian and Pacific Islander (API) community in the District.

The OAPIA was a part of the Executive Office of the Mayor until October 2001, when it became an independent agency through legislation - the District of Columbia's Asian and Pacific Islander Community Development Act 2000 (D.C. Act 14-85).

The agency was established to advise the Mayor, the Council and the District government on the views, needs, and concerns of this fast growing minority group. This mandate places the OAPIA in a position to work with all levels of government to ensure the delivery of information and services to the API community. The OAPIA's role in the District government is to facilitate public and private programs that serve the needs of the API community on public safety, human rights, economic development, housing, employment, social services, public health, transportation, education and multi-cultural development.

In FY 2004 the agency will continue to work to fulfill its mission by acting as an advocate on behalf of the API community, addressing a wide

Did you know...

The Office of Asian and Pacific Islander Affairs can serve Chinese, Korean and Vietnamese speaking clients.

There are over 100 API community organizations within the Metropolitan area.

The API community is the most diverse of all minority communities; members come from more than 20 countries and speak dozens of languages and dialects.

There are 15,537 APIs living in the District, about 2.8% of the District's total population of 572,059.

The population of APIs in D.C. has increased between 39% (Asian only) and 66% (Asian and some other race), the fastest rate of any minority group.

2/3 of the small business licenses in D.C. are owned by APIs.

Telephone (202) 727-3120.

Where the Money Comes From

Table AP0-1 shows the sources of funding for the Office on Asian and Pacific Islander Affairs.

Table AP0-1

FY 2004 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

	Actual FY 2001	Actual FY 2002	Approved FY 2003	Proposed FY 2004	Change From FY 2003	Percent Change
Local Fund	0	198	213	225	12	5.4
Total for General Fund	0	198	213	225	12	5.4
Gross Funds	0	198	213	225	12	5.4

How the Money is Allocated

Tables AP0-2 and 3 show the FY 2004 proposed budget for the agency at the Comptroller Source Group level (Object Class level) and FTEs by fund type.

Table AP0-2

FY 2004 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

	Actual FY 2001	Actual FY 2002	Approved FY 2003	Proposed FY 2004	Change from FY 2003	Percent Change
11 Regular Pay - Cont Full Time	0	142	147	149	3	1.8
12 Regular Pay - Other	0	1	0	0	0	0.0
13 Additional Gross Pay	0	2	0	0	0	0.0
14 Fringe Benefits - Curr Personnel	0	21	22	22	0	2.3
Subtotal Personal Services (PS)	0	166	168	172	3	1.8
20 Supplies and Materials	0	3	3	3	0	0.0
30 Energy, Comm. and Bldg Rentals	0	0	5	5	0	2.7
31 Telephone, Telegraph, Telegram, Etc	0	0	2	2	0	3.0
32 Rentals - Land and Structures	0	0	2	12	10	478.6
33 Janitorial Services	0	0	0	3	3	100.0
34 Security Services	0	0	0	4	4	100.0
40 Other Services and Charges	0	12	16	18	2	12.1
70 Equipment & Equipment Rental	0	17	17	7	-10	-58.1
Subtotal Nonpersonal Services (NPS)	0	32	45	53	9	19.0
Total Proposed Operating Budget	0	198	213	225	12	5.4

Table AP0-3

FY 2004 Full-Time Equivalent Employment Levels

	Actual FY 2001	Actual FY 2002	Approved FY 2003	Proposed FY 2004	Change from FY 2003	Percent Change
General Fund						
Local Fund	0	3	3	3	0	0.0
Total for General Fund	0	3	3	3	0	0.0
Total Proposed FTEs	0	3	3	3	0	0.0

range of staffing, funding and policy issues that affect both the availability and quality of community services. The agency plans to fulfill its mission by trying to achieve the following strategic result goals:

- Increase access of health, education, employment and social services to all API residents
- Engage API residents and businesses in economic development plan of the District.

Gross Funds

The proposed budget is \$224,747, representing a change of 5.4 percent from the FY 2003 budget of \$213,175. There are 3 total FTEs for the agency, representing no change from FY 2003.

General Fund

Local Funds. The proposed budget is \$224,747, representing a change of 5.4 percent from the FY 2003 budget of \$213,175. There are 3 FTEs funded by Local sources, representing no change from FY 2003.

Changes from the FY 2003 Approved Budget are:

- An increase of \$3,067 in personal services for salary grade and step increases.
- An increase of \$16,588 in fixed costs to account for OFRM estimates.
- An increase of \$1,933 in other services
- A reduction of \$10,016 in equipment to offset personal services and fixed costs increases.

Programmatic Structure

The OAPIA Executive Director oversees daily office operations and supervises its staff. Under the Director are both a bilingual staff assistant and a program specialist.

Programs

The Office of Asian and Pacific Islander Affairs serves the API community in the following ways:

Advocacy - The office serves as the primary agency for the Mayor and District government on issues concerning the API community. It intercedes on behalf of at-risk children, seniors, small businesses, and immigrants with limited English proficiency and persons with disabilities by providing assistance to those in need. OAPIA also assists in resolving civil rights and discrimination issues.

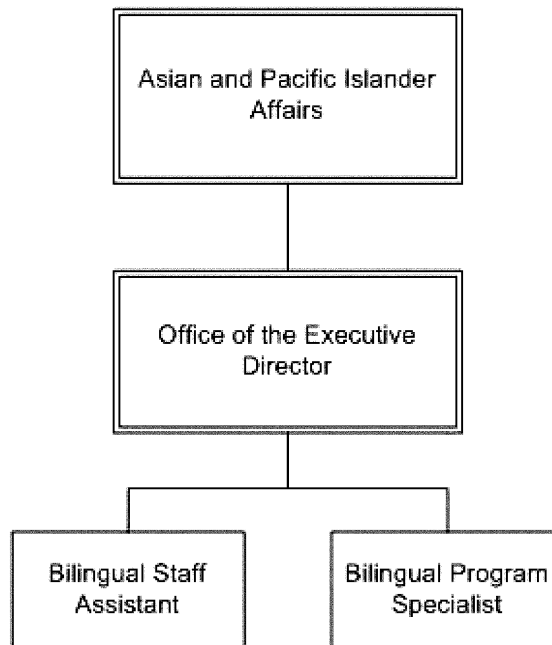
Communications - OAPIA provides pertinent information to the API community regarding changes in D.C. government services. It addresses and disseminates information about issues affecting the community through publications, the media and public forums. It works to increase API community participation in the Mayor's programs, initiatives, and other government programs.

Translation - OAPIA provides translation and interpretation to the Executive Office of the Mayor. OAPIA assists the District's governmental agencies in providing referral assistance for bilingual translation services to the emerging Asian population. It serves as the Mayor's official coordinator to assist District agencies in providing members of the API community with equal access to District services.

Grant Management - OAPIA identifies and develops funding resources for community-based agencies and businesses serving the API community. It seeks partnership opportunities with those agencies for innovative research, special programs and projects.

Figure AP0-1

Office on Asian and Pacific Islander Affairs



Asian American Heritage Month Celebration - May has been designated by Congress to honor Asian Pacific American Heritage. OAPIA is responsible for planning and coordinating citywide programs to celebrate and recognize the contributions of Asian Pacific Americans to the political, social, economic, and cultural diversity of the city.

Improving Community Access to City Programs - OAPIA identifies pertinent issues in the API community. It works with agencies to resolve problems and issues. The OAPIA advises the Mayor, City Council and other District agencies on important issues relating to the API community. The OAPIA director reports to the Mayor, on a weekly basis, major community issues or emerging needs with recommendations of possible solutions.

The OAPIA director meets quarterly with agency directors and staff to review and improve services regarding public safety, health, welfare and business regulations. OAPIA assists the Mayor in assessing the capacity and effectiveness of city programs serving special populations such

as residents with limited English and residents with special needs due to their cultural, ethnic and religious backgrounds. The office facilitates meetings between community members and agency representatives and is represented at community meetings.

Community Organization - OAPIA informs, educates, and engages the API community to support the Mayor's initiatives and programs. It establishes positive relationships with key community leaders and organizations. It assists in recruitment of APIs to serve on various D.C. boards and commissions and to work in District agencies. It provides monthly reports to the D.C. Commission on API affairs.

Community Outreach - OAPIA plans and organizes the Mayor's regular programs with the API community, including town hall meetings, roundtables, press conferences, and special meetings with various ethnic constituents. It assists in ensuring delivery of the Mayor's message to the community. Its staff represents the Mayor at citywide events, forums and through presentations to community organizations. The OAPIA

assists in communications between the Mayor's office and Asian embassies and consulates, international residents in the District and delegations from Asian countries.

Agency Goals and Performance Measures

Goal 1: Disseminate information in both English and Asian languages to the Asian and Pacific Islander (API) community to help increase accessibility to city programs.

Citywide Strategic Priority Area(s): Building Sustainable Neighborhoods

Manager(s): Greg Chen, Director

Supervisor(s): Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 1.1: Number of visits to community-based organizations and service centers

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	40	40	40	40
Actual	N/A	50	-	-	-

Measure 1.2: Number of community events attended

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	80	80	100	100
Actual	N/A	100	-	-	-

Measure 1.3: Number of APIs to receive information and materials about city programs

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	1000	1500	2000	2000
Actual	N/A	1500	-	-	-

Measure 1.4: Number of members in database for outreach

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	500	700	1000	1000
Actual	N/A	600	-	-	-

Goal 2: Identify API community's major issues and emerging needs and work with D.C. agencies for solutions.

Citywide Strategic Priority Area(s): Building Sustainable Neighborhoods

Manager(s): Greg Chen, Director

Supervisor(s): Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 2.1: Number of meetings facilitated between D.C. agencies and community members to resolve problems

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	12	12	12	12
Actual	N/A	20	-	-	-

Goal 3: Strengthen relationships with community-based organizations, various groups and individuals to generate support for and participation of public programs through advocacy

Citywide Strategic Priority Area(s): Building Sustainable Neighborhoods

Manager(s): Greg Chen, Director

Supervisor(s): Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 3.1: Number of meetings with community leaders and D.C. Commission on Asian and Pacific Islander Affairs

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	30	30	30	30
Actual	N/A	30	-	-	-

Measure 3.2: Number of attendees at the annual town hall meeting with the API community

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	150	200	250	250
Actual	N/A	250	-	-	-

Measure 3.3: Number of newspaper articles in ethnic newspapers reporting API's participation and support

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	40	45	50	50
Actual	N/A	60	-	-	-

Measure 3.4: Percent average attendance of APIs in the Mayor's citywide programs

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	2	3	3	3
Actual	N/A	4	-	-	-

Note: Census 2000 shows 2.6 percent of the city's population is APIs.

Goal 4: Work in collaboration with D.C. agencies to implement the Mayor's initiatives serving residents with language and cultural barriers.

Citywide Strategic Priority Area(s): Building Sustainable Neighborhoods

Manager(s): Greg Chen, Director

Supervisor(s): Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 4.1: Number of cross-agency meetings on implementing the Mayor's initiative serving the API community

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	8	8	8	8
Actual	N/A	10	-	-	-

Note: Quarterly meetings and town hall meeting planning meetings.

Measure 4.2: Number of meetings with individual agency directors and program coordinators

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	20	20	20	20
Actual	N/A	30	-	-	-

Goal 5: Assist community-based organizations and individuals in addressing their needs, and make referrals about cases involving API residents and businesses with language and cultural barriers.

Citywide Strategic Priority Area(s): Building Sustainable Neighborhoods

Manager(s): Greg Chen, Director

Supervisor(s): Joy Arnold, Deputy Chief of Staff for Community Affairs

Measure 5.1: Number of community-based organizations assisted

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	25	30	35	35
Actual	N/A	30	-	-	-

Measure 5.2: Number of cases assisted

	Fiscal Year				
	2001	2002	2003	2004	2005
Target	N/A	30	30	30	30
Actual	N/A	40	-	-	-

Note: Cases involving residents and merchants with language and cultural barriers.